



## Collective Worship Policy

- a) Policy drawn up by Headteacher and Foundation Governors and Agreed by Staff and Governors
- b) Date adopted: November 2005
- c) Reviewed: Autumn 2008
- d) Reviewed: Spring 2014
- e) Reviewed: Autumn 2016
- f) Reviewed: February 6<sup>th</sup> 2018
- g) Next review: February 2020

## **Introduction**

St Francis Church of England Primary School is a voluntary aided school catering for children from the ages of 3 to 11, that opened in September 2004. Children at the school come from a range of socio-economic backgrounds and with a variety of experience of religious commitment.

Our act of collective worship is Christian in character. It concentrates largely on those inclusive beliefs, traditions, and values that exemplify the ethos, mutuality and community of the school and reflects the vision of our school as outlined in the school's ethos statement and school's vision.

### *Ethos statement*

*Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.*

*The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils.*

### *School Vision*

*We believe that all children are a gift from God. That they are all special and should be allowed to develop and grow in a nurturing environment secure in the knowledge that they are cherished.*

*That all children will leave the school with special memories and having achieved personal success, whilst being equipped to take their next steps in the journey of life.*

Our act of collective worship acknowledges and values the response of each pupil, and provides opportunities for children to express feelings of delight in life, wonder, joy, rejoicing in the good, sorrow, anger, etc. It is hoped that all can contribute and gain from it.

## **Legal requirements**

The school's Trust Deed states that worship should be 'in accordance with the principles and practices of the Church of England.'

In accordance with legal requirements (School Standards and Framework Act 1998) an act of collective worship, taking account of the age, aptitude and background of pupils, is provided daily for all pupils except those withdrawn by parents. The school expects that withdrawal will only be made following discussions with the Headteacher, followed by confirmation and withdrawal. In an aided school the staff are expected to attend the act of collective worship.

The daily act of collective worship can be held at any time in the school day and can be a single act for all pupils or separate acts for pupils in different age groups (E.R.A. 1988 s.6 paragraphs 2 and 7).

'Worship' is not defined in the legislation but must in some sense reflect something special or separate from ordinary school activities and should be concerned with deep respect paid to a divine being or power. However, collective worship in school is necessarily of a different character from corporate worship amongst a group with beliefs in common (DFE circular 1/94 paragraph 57).

## **Our Aims**

In our times of collective worship we aim to provide the opportunity for pupils to worship God, to consider spiritual and moral issues and to explore their own beliefs; to encourage participation and response, whether through active involvement in the presentation of worship or through listening to and joining in the worship offered; and to develop community spirit, promote a common ethos and shared values and reinforce positive attitudes.

In addition to these broad aims, our collective worship also aims to:

- Foster a spirit of belonging within the school,
- Enable pupils to learn about and reflect on Christian teaching and festivals,
- Provide opportunity to celebrate the values and worth of the school community,
- Enhance the spiritual, moral, social and cultural development of pupils,
- Provide opportunity to explore and share beliefs,
- Provide opportunity, time and encouragement for reflection.

## **The structure for collective worship**

The act of collective worship is a special time of day for our school community. It is inclusive (taking account of children's age, aptitude, and backgrounds). It may take place in the school hall, in the classroom or in the school grounds. The weekly pattern for assemblies and collective worship is shown in Appendix 1. Termly programs of themes for our times of worship have been established by the coordinator, in consultation with the teaching staff. The use of themes allows for continuity between the different acts of worship which take place each week. Some of the themes are of an explicitly Christian nature, others are broader and can be interpreted in different ways. The programme is also based upon the church calendar. The programme ensures that the balance each term provides for the majority of acts of worship to be of a wholly Christian character. Reference is also made in the program to significant dates in other religious calendars.

Authorised church ministers and people from the community are invited to lead the act of collective worship on a regular basis. Visitors are asked to plan worship based upon an aspect of the theme.

Teacher resources are kept in the staff room. These resources contain ideas and references for each theme. The themes are evaluated at the end of a year and may be retained, amended or replaced.

A record book is completed by a member of staff who is present at the collective worship. House captains also complete a simple evaluation at the end of the time of worship.

Our Nursery joins the whole school for collective worship where appropriate as the school year progresses, in particular for special occasions such as the leavers worship/assembly. A short time of reflection is set aside during the Nursery Day for our younger pupils.

### **Planning an act of worship**

The collective worship co-ordinator maintains a document containing guidelines for leading collective worship and members of staff responsible for leading Collective Worship on a given theme. Currently worship is based upon Roots and Fruits materials and Values for Life materials but it can refer to other Collective Worship resources, or the internet websites.

See Appendix 2 for rota.

Collective worship and assembly are distinct activities. Although they may take place as part of the same gathering, the difference between the two should be clear. An act of collective worship should be capable of eliciting a response from the children even though on a particular occasion some of the children may not feel able actively to identify with the act of worship at that moment in time.

To create a sense of 'special time and place' music is played at the beginning of an act of worship. This is generally chosen to match the theme. Candles are lit and a visual aid may be used to provide a visual prompt. The act of collective worship itself may consist of a time of stillness or reflection and a prayer (which may have been written by a pupil). It may also involve a reading, some drama, music, singing, sharing each other's achievements, dance, laughter, or a combination of these elements.

Parents are invited to attend special events, monthly children's worship on Sundays (in the church and in the school hall), class and sharing celebrations.

Children are involved in preparing specific acts of collective worship e.g. Remembrance, and items for acts of worship e.g. prayers, poems. Children lead the liturgy during the worship at the weekly Reward Assembly, with classes taking turns to do this. Children are involved and present Seasonal services e.g. Harvest, Ash Wednesday. Pupils may be called upon to lead the liturgy at the start of worship or to contribute in other spontaneous ways e.g. questions, acting.

Appendix 3 for Liturgy and expected structure

## **The Nature of Worship**

It is a Special Occasion:

- Uses a wide variety of resources and approaches, music art etc
- Special atmosphere
- Different to the rest of the day
- Spiritual dimension, prayer and reflection

It is Inclusive:

- An activity and experience for all
- Each child can contribute
- All can take part/respond
- It includes other faith key and national and international events.

It contributes to R.E and SMSC development.

- Distinct but linked to R.E.
- Develops spirituality
- Uses pattern of Church Year
- Uses and explores elements from a faith group, particularly Christianity

It is Curricular:

- Planned, prepared, evaluated
- Researched and financed
- An intentional learning experience
- A unique part of the curriculum

It is Educational

- Broadens children's knowledge of the Bible
- Broadens children's knowledge of other religions

It is Shaped

- Rooted in Christian tradition.
- Groupings as fit the school
- Time/place/style

## **The role of the Collective Worship Coordinator**

The role of the coordinator is to:-

- Monitor the provision of resources for collective worship;
- Lead in the development, monitoring and evaluation of the school's policy on collective worship and the annual plan of assembly themes, in consultation with the Headteacher, teaching staff and governors.
- Provide school-based INSET, where appropriate, based on staff needs.
- Report to the Foundation Governors on the approach and impact of collective worship through the school.

## **Evaluating Collective Worship**

Monitoring and evaluation of collective worship at St Francis is carried out on an ongoing basis by staff and pupils, and annually by the Foundation Governors.

### Evaluation by staff and pupils

After each whole school or Key Stage collective worship event:

- A record book is completed by a member of staff who is present at the collective worship.
- An evaluation sheet is completed by the house captains.

The Collective Worship Co-ordinator maintains the resources for collective worship and evaluates the effectiveness and appropriateness of worship themes, making changes where appropriate.

### Evaluation by Foundation Governors

The Foundation Governors and Head periodically evaluate the quality and effectiveness of the collective worship, with a particular focus on whether worship:

- Meets legal requirements;
- Follows the school's collective worship policy;
- Is appropriately planned and followed through;
- Engages pupils, and is valued by them;
- Influences pupils' attitudes and behaviour.

This evaluation involves:

- Viewing the termly collective worship rota;
- Observing a range of different types of collective worship event;
- Reviewing the collective worship record book and evaluation sheets;
- Speaking to staff and pupils;
- Discussions with the Collective Worship Co-ordinator.

This evaluation normally takes place annually, at a meeting of the Foundation Governors' during the Autumn terms. Any recommendations are agreed with the Collective Worship Co-ordinator and Head.

The minutes of the meeting set out the matters considered and the outcome of the evaluation. These minutes are presented to the Full Governing Body. Recommendations are then tracked by the Foundation Governors, with progress reports being provided by the Collective Worship Co-ordinator.

## **APPENDIX 1**

Times for our Collective Worship:

Monday	-	Whole School (2.40 pm)
Tuesday	-	KS 1 collective worship, KS2 Circle Time/Class Assembly
Wednesday	-	Year Group Assemblies
Thursday	-	KS 2 collective worship, KS1 Circle Time/Class Assembly
Friday pm)	-	Whole School Reward Assembly/Time of Worship (2.40

## APPENDIX 2

**Timetable for Values themes and Collective Worship topics.**  
 ....where God's gifts begin their journey to gain, attain and grow into lifelong learners

Year	Bible theme for the year	Terms 1&2		Terms 3&4		Terms 5&6	
		<u>Kindness</u>		<u>Courage</u>		<u>Character</u>	
		Value	Liturgical	Value	Liturgical	Value	Liturgical
A 16-17	Bible Characters	Friendship	Harvest, Remembrance Advent Christmas	Forgiveness	New year Epiphany Lent Easter	Truthfulness	Pentecost Ascension
B 17-18	Miracles	Generosity		Perseverance		Respect	
C 19-20	Lord's prayer / psalms	Compassion Kindness		Courage		Service	
D 20-21	Parables	Thankfulness		Justice		Trust	
			Children in need		Red nose		Sports' day
Year s A&C	PSHE	Relationships		Going for Goals		Good to be me	
Year s B&D		New Beginnings		Getting on		Changes	

### APPENDIX 3

#### Format for children opening and closing collective worship.

<b>Greetings</b>	<b>Leader</b>	<b>Response</b>
	My name is ..... Good afternoon (morning) everyone	<i>Good afternoon (morning) ..... Good afternoon (morning) all.</i>
	This is the day the Lord has made	<i>Let us rejoice and be glad in it.</i>
<b>Alternatives</b>	The Lord is with you. The peace of the Lord be with you.	<i>And also with you. And also with you.</i>
	On our table we have, a cross, a Bible and three candles that remind us of God the Father, God the Son and God the Holy Spirit.	<i>Amen</i>
<b>Music</b>	The music we came into today was..... It was chosen by ..... because.....	
<b>Song</b>	Our song today is ..... It was chosen because.....	
<b>Prayer</b>	Let us pray	<i>Children show that they are ready to pray.</i>
	We will say our new school prayer	Dear Lord, We pray that today, on our journey, we will; Gain more wisdom in our hearts; Attain the very best in our learning; And continue to Grow into the characters You want us to be. Amen.
<b>Prayer</b>	A group of prayers each concluding Lord in your kindness	<i>hear our prayer.</i>
	Now we will say our school prayer	Oh Lord, Bless our school, that working together and playing together we may learn to serve you and to serve one another. Amen
<b>Additional</b>	Now we will say The Lord's Prayer, Our Father	Our Father in heaven, Hallowed be your name. Your kingdom come, Your will be done, On earth as in heaven above. Give us this day our daily bread, Forgive us our sins, As we forgive those who sin against us, Lead us not into temptation, But deliver us from evil, For the kingdom the power and the glory are yours Now and forever more. Amen
<b>At the end of worship</b>	Today we have thought about .....(what we have done well) (our value of ...(the story of .....) Go now in peace and safety.	<i>Amen</i>

## Expectations for collective worship

1. House captains will normally prepare the hall. They need to be informed of any music, power points, readings and song etc. [please bring items on a memory stick, nb youtube is restricted, we have many songs so please request or we will select]
2. Music, lighting and seating should be considered to set the tone for worship. Pupils and adults are expected to arrive calmly and quietly.
3. Below is the format used by children. If you wish, pupils can open worship for you.
4. Worship may include.
  - a. Prayer, b, song, c, teaching (in varied forms), d, reflection.
5. Please order worship as wish.
6. Please end with a time of reflection and commissioning.
7. Please note that our community is made of practising Christians, children of Christian heritage, pupils of no faith, and pupils from other faiths (e.g. Muslim, Sikh, Hindu.) Pupils are free to participate as they feel comfortable or to respectfully observe. It is important to clarify the source of belief e.g. Christians believe.....

Greetings	Leader	Response
	My name is ..... Good afternoon (morning) everyone	<i>Good afternoon (morning) ..... Good afternoon (morning) all.</i>
	This is the day the Lord has made	<i>Let us rejoice and be glad in it.</i>
Alternatives	The Lord is with you.  The peace of the Lord be with you.	<i>And also with you.  And also with you.</i>
	On our table we have, a cross, a Bible and three candles that remind us of God the Father, God the Son and God the Holy Spirit.	<i>Amen</i>
Music	The music we came into today was..... It was chosen by ..... because.....	
Song	Our song today is ..... It was chosen because.....	
Prayer	Let us prayer	<i>Children show that they are ready to pray.</i>
	We will say our new school prayer	Dear Lord, We pray that today, on our journey, we will; Gain more wisdom in our hearts; Attain the very best in our learning; And continue to

		Grow into the characters You want us to be. Amen.
Prayer	A group of prayers each concluding Lord in your kindness	<i>hear our prayer.</i>
	Now we will say our school prayer	Oh Lord, Bless our school, that working together and playing together we may learn to serve you and to serve one another. Amen
Additional	Now we will say The Lord's Prayer, Our Father	Our Father in heaven, Hallowed be your name. Your kingdom come, Your will be done, On earth as in heaven above. Give us this day our daily bread, Forgive us our sins, As we forgive those who sin against us, Lead us not into temptation, But deliver us from evil, For the kingdom the power and the glory are yours Now and forever more. Amen
Input	Stimulus Time to reflect Summary for application	
At the end of worship	Today we have thought about ..... (what we have done well) (our value of .....)(the story of .....) Go now in peace and safety.	<i>Amen</i>